



Air Force Security Assistance and Cooperation Directorate

Advancing National Security by building global partnerships one case at a time

Integrity □ Service □ Excellence

Supply Discrepancy Report-Automation (SDR-A)



SDR Submission Wizard

AFLCMC/WFIUB

SDR Section

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AFSAC Online Home Page

(<https://afsac.wpafb.af.mil>)



[AFSAC](#)
[Online](#)

[Home](#)

What's New

Security

Feedback

Help

Supporting
Worldwide
Partnerships

Air Force Security Assistance Center
Wright Patterson AFB, Ohio 45433

AFSAC Online Links

[Home](#)

What's New

System Requirements

FAQ's

Security

Feedback

Tech Support

Apply for AFSAC Online
and/or SAMIS Account

Change Password

Security Cooperation
Information Portal (SCIP)
Web Site

Password Required

[Apply for SCIP Portal Account](#)

Application Links

Tutorials

Applications Suite

Supply Application

Letter of Request (LOR) ▶

Logistics Applications



AFSAC Online

- AFSAC's goal is to satisfy our customers' needs. This Web-based service is another attempt to achieve that goal. It is not intended to replace the current SDR-A tool. We have developed this tool to provide easy, around-the-clock access to the SDR-A tool. **The Supply Discrepancy Report Automation (SDR-A) tool is accessed through AFSAC Online using any Internet connection.**
- Business applications (Use the navigation links on the left to access the business applications)

We currently offer a range of Business Applications to provide our customers visibility into their country programs.

The Application Suite is a re-host of the most commonly used SAMIS queries such as: Requisition History, Catalog Data, Contract Data and Narrative.



AFSAC Online SDR Submission

Security Cooperation Information Portal (SCIP) Web Site
Password Required

Apply for SCIP Portal Account

Application Links

Tutorials

Applications Suite

Supply Application

Letter of Request (LOR)

Logistics Applications

Financial Applications

WWRS Applications/Info

PROSII Program Information

Tech Order Index

PROS II Metrics

AFSAC Metrics

Supply Discrepancy Reporting (SDR)

Financial Tool

Other AFSAC Links

SAMIS Access

About AFSAC

CLSSA Brochure

CLSSA Summary Briefing

Repair/Replace Briefing

AFSAC Library

- AFSAC's goal is to satisfy our customers' needs. This Web based service is another attempt to achieve that goal. It is not intended to replace our valued personal interface with our customer. Because our customers are worldwide, we have developed this interface to provide easy, around-the-clock access to information about our services.
- Business applications
(Use the navigation links on the left to access the business applications)

We currently offer a range of Business Applications to provide our customers visibility into their country programs.

The Application Suite is a re-host of the most commonly used SAMIS queries such as: Requisition History, Catalog Data, Contract Data

We also provide a (WWRS), Technician (LOR) Submission

We are constantly automated password resets and additional AFSAC Online Metrics in upcoming months.

Access our business applications directly from our navigation menu on the left side of all our pages.

- WEBLINK International Access

WebLINK International is a web based service provided by the Defense Logistics Information Service. It provides one-step access to multiple databases, which allow a user to research the supply pipeline by country and service. Click the link above to go directly to their website to find out more about this service. [Click here for access and sponsorship requirements.](#)

The Supply Discrepancy Report Automation (SDR-A) Submission Wizard Tool is accessed through the Applications Links in AFSAC Online.

Selecting

SDR Submission Wizard

SDR Customer Query

SDR Monthly Report



AFSAC Online Login

AFSAC Login

User Name:

Password:

User IDs and passwords are **NOT** case sensitive.

Use your AFSAC Online ID and Password to access the SDR Automation Submission Tool.

NOTE: If you have logged-in to any of the other SDR-A tools, this screen will be skipped.



SDR Submission Main Screen



Supply Discrepancy Report (v.m10.3)

Original | Info Copy | Resubmit | Contested | Corrected | Cancel | Follow Up | ILCO Update

Help

From this screen you can choose 1 of 7 wizards:


1. **Original**
2. **Info Copy**
3. **Resubmit**
4. **Contested**
5. **Corrected**
6. **Cancel**
7. **Follow Up**

Note: ILCO Update is for AFSAC USG Personnel only.



SDR Original Submission Wizard





Supply Discrepancy Report (v.m10.3)

Original

Info Copy

Resubmit

Contested

Corrected

Cancel

Follow Up

ILCO Update

Prev

Next

Enter your Report Information

Help

Document Number

Document Suffix

Load Draft SDR

Portal Submission Indicator

SDR Suffix

Total Report Number (SDR Number)

SIO

Serial Number

Country Code

Case

Line

Use Original Wizard to:


- Submit a new report
- Lead you through the SDR submittal process
- See your completed SF364 at the end



SDR Original

Enter Doc





Supply Discrepancy Report (v.m10.3)

Original Info Copy Resubmit Contested Corrected Cancel Follow Up ILCO Update

Prev Next Enter your Report Information Help

Document Number

Document Suffix

Load Draft SDR

Portal Submission Indicator

SDR Suffix

Total Report Number (SDR Number)

SIO

Serial Number

Country Code

Case

Line


1. Enter your document number

2. Document Suffix is optional

3. OR - Click "Load Draft SDR" button to load previous SDR draft information



SDR Original Load Draft SDR



Supply Discrepancy Report (v.m10.3)

Original | Info Copy | Resubmit | Contested | Corrected | Cancel | Follow Up | ILCO Update

Prev

Next

Enter your **Report Information**

Help

Document Number
D 45V42673886

Document Suffix
Load Draft SDR

Portal Submission Indicator
SA Customer Submission

SDR Suffix
Original

To shorten the list and speed it up, you can do one or more of the following.

- pick the country
- enter all or part of the case
- enter all or part of the line
- enter the SIO

Total Report Number (SDR Number)

SIO
A

Serial Number
1005

Country Code

Case
KDH


Line
001

Each time data is entered into a SDR record, a draft version is saved until it is submitted. You can come back many times to complete a SDR entry.



SDR Original

Select SDR Draft



Supply Discrepancy Report

[Original](#) [Info Copy](#) [Resubmit](#) [Contested](#) [Corrected](#) [Cancel](#) [Follow Up](#) [ILCO Update](#)

Select the **Draft SDR** you want. [Help](#)


Country Code	Country Name	Case	Line	SDR Number	Seq	Document Number	Suffix	Submitted By	Select SDR	Delete SDR	View SDR
		KCQ	004	V7276	0	D 15V71590851	A		Select	Delete	View/Submit SDR
		KCQ	004	V8011	0	D 14471200001	C		Select	Delete	View/Submit SDR
		KCS	001	W8002	0	D 15V72970124	A		Select	Delete	View/Submit SDR
		KCS	001	Z8001	0	D 15V70371154			Select	Delete	View/Submit SDR

User may . . .

- "Select SDR" button next to draft SDR you want to continue editing OR
- "Delete SDR" button next to draft SDR you want to remove OR
- "View SDR" button to view, print, and/or submit SDR



SDR Original Portal Submission Indicator



Supply Discrepancy Report (v.m10.3)

Original | Info Copy | Resubmit | Contested | Corrected | Cancel | Follow Up | ILCO Update

Prev | Next | Enter your Report Information | Help

*Document Number

Document Suffix

D 45V42673886

Load Draft SDR

*Portal Submission Indicator

SA Customer Submission

Freight Forwarder Submission

Other Activity as authorized by SA Customers

SDR Suffix

Original

Total Report Number (SDR Number)

*SIO

*Serial Number

*Country Code

*Case


*Line

Use the pull-down menu to fill the PSI field. This field indicates who input the SDR.



SDR Original

SIO/Serial #/Country/Case/Line



Supply Discrepancy Report (v.m10.3)

Original | Info Copy | Resubmit | Contested | Corrected | Cancel | Follow Up | ILCO Update

Prev

Next

Enter your **Report Information**

Help

Document Number
D 45W42673886

Document Suffix

Load Draft SDR

Portal Submission Indicator
SA Customer Submission

SDR Suffix
Original

Total Report Number (SDR Number)
SIO
A

Serial Number
1005

Country Code

Case

Line


- SIO is country assigned & can be any letter between A to Z (except "R" -AFSAC use).
- Serial Number is 0001 to 9999.

Note: Country Code will default to user's country, based on User's ID. Country data may pre-fill based on document number entered.



SDR Original Next





Supply Discrepancy Report (v.m10.3)

Original | Info Copy | Resubmit | Contested | Corrected | Cancel | Follow Up | ILCO Update

Prev

Next

Enter your Report Information

Help

Document Number

Document Suffix

Portal Submission Indicator

SDR Suffix

Total Report Number (SDR Number)

SIO

Serial Number

Country Code

Case

Line

D 45V42673886

SA Customer Submission

Original

1005

KDH


001

Load Draft SDR

When all the fields are filled in on this page, click the "Next" button.



Processing Errors



Supply Discrepancy Report (v.m10.3)

Original | Info Copy | Resubmit | Contested | Corrected | Cancel | Follow Up | ILCO Update

Prev

Next

Enter your Report Information

Help

Document Number

Document Suffix

Load Draft SDR

Portal Submission Indicator

SDR Suffix

Total Report Number (SDR Number)

SIO

Serial Number

Country Code

Case

Line

TW

TW - TAIWAN


Processing Errors -- Web Page Dialog

Bypass	Field	Error Description
	Case	Required Field: Case
	Line	Required Field: Line
	Document Number	Required Field: Document Number
	SIO	Required Field: SIO
	Serial Number	Required Field: Serial Number
	Portal Submission Indicator	Required Field: Portal Submission Indicator

If there is a problem with the data or missing data, this pop-up will appear which explains what you need to do to correct. If a 'checkbox' appears in the 'Bypass' column, you can bypass the error; otherwise, you must correct error to proceed.



SDR Original Pre-fill Options



Supply Discrepancy Report (v.m10.3)

Original

Info Copy

Resubmit

Contested

Corrected

Cancel

Follow Up

ILCO Update

Prev

Next

The **Prefills** screen allows you to select a delivery, shipment, and / or requirement to prefill the SDR data.

Help

Document Number

Document Suffix

Case

Line

Clear

D

45V42673886

KDH

001

Deliveries

Document Number	Suffix	Case/Line	NSN or Part Number	AF MMAC	Navy COG	UI Qty	Billed Value	RIC	RAC	Fund	Date Del Proc	ARC	Select Delivery
D 45V42673886		KDH/001	6680010354465			EA 2	1538.72	S9G I		NL	15 Oct 2004		Select

Shipments

Document Number	Suffix	Case/Line	NSN or Part Number	AF MMAC	Navy COG	UI Qty	RIC	Ship Date	Transportation Control Number	DODAAC	MOS	Select Shipment
D 45V42673886		KDH/001	6680010354465			EA 2	S9G	09 Oct 2004	45V42673886XX	W25G1U	5	Select

Requirements


Document Number	Suffix	Case/Line	NSN or Part Number	AF MMAC	Navy COG	Adv Cd	UI Qty	Pri	Proj	RIC	MS	ERRC	BC	PGM	Date Proc	Select Requirement
D 45V42673886	R	KDH/001	6680010354465	SX		2L	EA 2	6		S9G U	N		9	3	08 Oct 2004	Select

Pre-fills screen allows your to select a delivery, shipment and/or requirement to pre-fill the SDR data. If only one record exists, the system will pre-select it for you



SDR Original Pre-fill Options





Supply Discrepancy Report (v.m10.3)

Original | Info Copy | Resubmit | Contested | Corrected | Cancel | Follow Up | ILCO Update

Prev

Next

The **Prefills** screen allows you to select a delivery, shipment, and / or requirement to prefill the SDR data.

Help

Document Number

Document Suffix

Case

Line

D

45V42673886

KDH

001

Clear

Deliveries

Document Number	Suffix	Case/Line	NSN or Part Number	AF MMAC	Navy COG	UI Qty	Billed Value	RIC	RAC	Fund	Date Del Proc	ARC	Select Delivery
D	45V42673886		KDH/001	6680010354465		EA 2	1538.72	S9G I					

Shipments

Document Number	Suffix	Case/Line	NSN or Part Number	AF MMAC	Navy COG	UI Qty	RIC	Ship Date	Transporta Control Num
D	45V42673886		KDH/001	6680010354465		EA 2	S9G	09 Oct 2004	45V42673886

Requirements


Document Number	Suffix	Case/Line	NSN or Part Number	AF MMAC	Navy COG	Adv Cd	UI Qty	Pri	Proj	RIC	MS	ERRC	BC	PGM	Date Proc	Select Requirement
D	45V42673886	R	KDH/001	6680010354465	SX		2L	EA 2	6	S9G U	N		9	3	08 Oct 2004	Select

If you do not want to use all pre-fill data fields, then click on the "Clear" button to deselect all data.



SDR Original Pre-fill Options





Supply Discrepancy Report (v.m10.3)

Original

Info Copy

Resubmit

Contested

Corrected

Cancel

Follow Up

ILCO Update

Prev

Next

The **Prefills** screen allows you to select a delivery, shipment, and / or requirement to prefill the SDR data.

Help

Document Number

Document Suffix

Case

Line

Clear

D

45V42673886

KDH

001

Deliveries

Document Number	Suffix	Case/Line	NSN or Part Number	AF MMAC	Navy COG	UI Qty	Billed Value	RIC	RAC	Fund	Date Del Proc	ARC	Select Delivery
D 45V42673886		KDH/001	6680010354465			EA 2	1538.72	S9G I		NL	15 Oct 2004		Select

Shipments

Document Number	Suffix	Case/Line	NSN or Part Number	AF MMAC	Navy COG	UI Qty	RIC	Ship Date	Transportation Control Number	DODAAC	MOS	Select Shipment
D 45V42673886		KDH/001	6680010354465			EA 2	S9G	09 Oct 2004	45V42673886XX	W25G1U	5	Select

Requirements


Document Number	Suffix	Case/Line	NSN or Part Number	AF MMAC	Navy COG	Adv Cd	UI Qty	Pri	Proj	RIC	MS	ERP	PC	PCM	Date	Select
D 45V42673886	R	KDH/001	6680010354465	SX		2L	EA 2	6		S9G U	N					

Then, click on the Select buttons for the data you wish to use.



SDR Original Manual Entry





Supply Discrepancy Report (v.m10.3)

Original | Info Copy | Resubmit | Contested | Corrected | Cancel | Follow Up | ILCO Update

Prev

Next

The **Manual** screen allows you to manually enter missing delivery, shipment, and requirement SDR data.

Help

Document Number

Document Suffix

Case

Line

*Supplementary Address

D

45V42673886

KDH

001

DA4KDH

Common Data

**NSN

Air Force MMAC

*Unit of Issue

Req Advice Code

6680010354465

5X

EA

2L

**Manufacturer's CAGE Code

**Part Number

Routing Identifier Code (RIC)

Budget Code

S9G

9

**Nomenclature

Fund Code

ERRC

CASE,INDICATOR

NL

N

Navy COG

** User must enter NSN or CAGE/Part Number or Nomenclature.

DoD EMALL

no

Delivery Data

Quantity Billed

Date Delivery Process

Reporting Activity Code (RAC)

Transportation Bill Code

2

15 Oct 2004

I

B

Billed Value

Delivery Source Code

Interfund Bill Number

1538.72

AA

2CAD4

Shipment Data

*Quantity Shipped

Shipper's RIC

Shipment Unit Control Number

Carrier's Document Type

2

45V42673886XX

Date Shipped

Shipper's DODAAC

Carrier's Document Number

09 Oct 2004

W25G1U

- **Manually enter data about what you requisitioned, what was shipped, and what was delivered/billed.**
- **Some fields may be pre-populated based on your selections from the pre-fill data, or**

Fields marked with a * are required.



SDR Original Contract Data

Supply Discrepancy Report (v.m10.3)

Original Info Copy Resubmit Contested Corrected Cancel Follow Up ILCO Update

Prev

Next

You may select one of the available **Contracts** then enter additional data, or you may enter all of the contract data.

Help

Document Number	PIIN	CLIN	GFE/GFM	Call Order	Shipment ID Number	Type Instrument	Select Contract
-----------------	------	------	---------	------------	--------------------	-----------------	-----------------

Document Number

D 45V42673886

Clear

PIIN

Contract Line Item Number

Call Order Number


Shipment ID Number

- The pre-fill data for this page is provided from the Air Force contracting systems via an interface with the SAMIS contracts query (QAID = 205).
- At this time, pre-fill data is only available for Air Force contracts.
- If a contract record exists that matches the SDR document number, press 'Select' to pre-fill that contract information.
- Customer may enter contract data manually, if known.

Fields marked with a * are required.



SDR Original Discrepancy/Action Codes



Supply Discrepancy Report (v.m10.3)

Original Info Copy Resubmit Contested Corrected Cancel Follow Up ILCO Update

Prev Next Enter up to three **Discrepancy / Action Code** pairs. Help

*SDR Type
shipping

*Location Of Discrepant Material

Input *Discrepancy Code - *Action Code


<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

This screen allows you to enter the information about the discrepancy and what action is requested.

Fields marked with a * are required.



SDR Original Discrepancy/Action Codes



Supply Discrepancy Report (v.m10.3)

Original | Info Copy | Resubmit | Contested | Corrected | Cancel | Follow Up | ILCO Update

Prev | Next | Enter up to three **Discrepancy / Action Code** pairs. | Help

*SDR Type

shipping

shipping

packaging

both / dual

Discrepant Material

by Depot

Input *Discrepancy Code - *Action Code


		...
		...
		...

Fields marked with a * are required.

Use the drop-down menu to select the "SDR Type".
This is a required field.



SDR Original Discrepancy/Action Codes



Supply Discrepancy Report (v.m10.3)

Original | Info Copy | Resubmit | Contested | Corrected | Cancel | Follow Up | ILCO Update

Prev

Next

Enter up to three **Discrepancy / Action Code** pairs.

Help

*SDR Type

shipping

*Location Of Discrepant Material

ICD - In-Country Depot

ICD - In-Country Depot

FFD - Freight Forwarder

USG - USG Facility

CON - Contractor Facility

...


Use the drop-down menu to select the "Location of Discrepant Material".

This is a required field.

Fields marked with a * are required.



SDR Original Discrepancy/Action Codes



Supply Discrepancy Report (v.m10.3)

Original | Info Copy | Resubmit | Contested | Corrected | Cancel | Follow Up | ILCO Update

Prev | Next | Enter up to three **Discrepancy / Action Code** pairs.

*SDR Type
shipping

*Location Of Discrepant Material

Input *Discrepancy Code - *Action Code

Help

The Help system provides some valuable information on using discrepancy and action code combinations.

You can enter up to three different discrepancies and action codes.

At this time, Product Quality (Q codes) or Missing Components (C4, C5, & S9 codes) discrepancies must be submitted alone on a report (there can be no other discrepancies on that report). Other discrepancies can be submitted together (up to 3).

This is a required field.

Fields marked with a * are required.



SDR Original Discrepancy/Action Codes

Supply Discrepancy Report (v.m10.4)

Original | Info Copy | Resubmit | Contested | Corrected | Cancel | Follow Up | ILCO Update

Prev

Next

Enter up to three **Discrepancy / Action Code** pairs.

Help

*SDR Type

shipping

*Location Of Discrepant Material

ICD - In-Country Depot

Input *Discrepancy Code - *Action Code

<input type="text"/>	<input type="text"/>	...
<input type="text"/>	<input type="text"/>	...
<input type="text"/>	<input type="text"/>	...

Discrepancy Action Input - Original - Microsoft Internet Explorer

Some guidelines on choosing your discrepancy code:

A good place to start if you don't know which code describes your problem; reading through the categories first should help you find the correct area without needing to read the entire list.

Product Quality (Item) Deficiencies or Missing Component discrepancies must be submitted alone on a report (there can be no other discrepancies on that report). Other discrepancies can be submitted together.

If you have received an incorrect item, you will most likely want to submit an Incorrect (Wrong) Item discrepancy and a Shortage or Non-Receipt discrepancy.


Other Discrepancies (Z1) can be used if there does not appear to be a code applicable to your problem, however Z1 discrepancies will take longer to process. Please be sure to elaborate on your problem in the remarks section later.

Some guidelines on choosing your action code:

Your action code represents what action you are requesting to be taken.



SDR Original Discrepancy/Action Codes



Supply Discrepancy Report (v.m10.4)

Original | Info Copy | Resubmit | Contested | Corrected | Cancel | Follow Up | ILCO Update

Prev | Next | Enter up to three **Discrepancy / Action Code** pairs.

*SDR Type
shipping

*Location Of Discrepant Material
ICD - In-Country Depot

Input *Discrepancy Code - *Action Code

		...
		...
		...

Discrepancy Action Input - Original - Microsoft Internet Explorer

Some guidelines on choosing your action code:

Your action code represents what action you are requesting to be taken.

- If you need to know what to do with material you don't want/need, but need no other action choose 1A.
- If you need to know what to do with material you don't want/need, but also need a credit/debit, choose 2A.
- If you are keeping the material and require no other action, choose 1B.
- If you are keeping the material and need to be billed for it, choose 2B.
- If you are requesting supply documentation choose 1C.
- If you are requesting proof of shipment choose 2K.
- If you are requesting technical documentation choose 2C.
- If you are re-ordering the item and require no other action, choose 1G.
- If you are submitting a discrepancy for information purposes and require no action, choose 1H.
- If you require financial adjustment (credit/debit), but no other action, choose 2J.
- If you require information related to the billing status, choose 2L.
- If you don't know which code applies, choose 1Z and fill in your desired action in the remarks section later. Reports with 1Z codes will take longer to process.
- If you need to submit other information related to your desired action which cannot be provided as a remark or attachment, choose 2Z.

Fields marked with a * are required.



SDR Original Discrepancy/Action Codes

Supply Discrepancy Report (v.m10.3)

Original | Info Copy | Resubmit | Contested | Corrected | Cancel | Follow Up | ILCO Update

Prev Next Enter up to three **Discrepancy / Action Code** pairs. Help

*SDR Type
shipping

*Location Of Discrepant Material
ICD - In-Country Depot

Input *Discrepancy Code - *Action Code

Discrepancy	Action

Clear Ok Cancel

Click on the “...” button to enter the Discrepancy and Action Codes from a drop-down list that displays codes and definitions.

This is a required field.

NOTE: Avoid using discrepancy code Z1 and action code 1Z. These codes will cause the SDR reject to the ILCO for manual review.



SDR Original Discrepancy/Action Codes

Supply Discrepancy Report (v.m10.4)

Original | Info Copy | Resubmit | Contested | Corrected | Cancel | Follow Up | ILCO Update

Prev Next Enter up to three **Discrepancy / Action Code** pairs. Help

*SDR Type
shipping

*Location Of Discrepant Material
ICD - In-Country Depot

Input *Discrepancy Code - *Action Code

W5 1A ...

Discrepancy

W5 - Mixed stock received.

Condition of Materiel

C1 - In a condition other than shown on supply document or on the supporting inspection/test certificate.

C3 - Damaged US Postal Service shipment. (Security Assistance customers are authorized to use this code for all type

Expired Shelf Life

C2 - Expired shelf life.

Missing Component Data

C4 - Material received stripped of parts or components (cannibalized). Applicable to material returns or repairs only.

C5 - Incomplete item received. Do not use for incomplete sets/kits/outfits. (See S9)

S9 - Incomplete sets/kits/outfits. Do not use to report cannibalization of SSRI, COEI, or BII. (See C4)

Supply Documentation

Clear Ok Cancel

Use the pull-down menu and select the appropriate discrepancy.



SDR Original Discrepancy/Action Codes

Supply Discrepancy Report (v.m10.3)

Original | Info Copy | Resubmit | Contested | Corrected | Cancel | Follow Up | ILCO Update

Prev Next Enter up to three **Discrepancy / Action Code** pairs. Help

*SDR Type
shipping

*Location Of Discrepant Material
ICD - In-Country Depot

Use the pull-down menu and select the appropriate action.

Input *Discrepancy Code - *Action Code

		...
		...
		...

Discrepancy
Action
1A - Disposition instructions requested. 1B - Material being retained. 1C - Supporting supply documentation requested. 1D - Material still required; expedite shipment. (Not applicable to Security Assistance.) 1F - Replacement shipment requested. (Not applicable to Security Assistance.) 1G - Reshipment not required. Item to be re-requisitioned. 1H - No action required. Information only. 1Z - Other action requested (see remarks). 2A - Disposition of material and financial adjustment (credit) requested. 2B - Material being retained. Financial adjustment (debit) requested.



SDR Original Discrepancy/Action Codes

Supply Discrepancy Report (v.m10.4)

Original | Info Copy | Resubmit | Contested | Corrected | Cancel | Follow Up | ILCO Update

Prev Next Enter up to three **Discrepancy / Action Code** pairs. Help

*SDR Type
shipping

*Location Of Discrepant Material
ICD - In-Country Depot

Input *Discrepancy Code - *Action Code

		...
		...
		...

Discrepancy	
C1 - In a condition other than shown on supply document or on the supporting inspection/test certificate.	
C1 - In a condition other than shown on supply document or on the supporting inspection/test certificate.	
Action	
1A - Disposition instructions requested.	
1A - Disposition instructions requested.	
Clear	Ok
Cancel	

Click the "OK" button to accept your choice of discrepancy and action code.



SDR Original Discrepancy/Action Codes



Supply Discrepancy Report (v.m10.3)

Original Info Copy Resubmit Contested Corrected Cancel Follow Up ILCO Update

Prev Next Enter up to three **Discrepancy / Action Code** pairs. Help

*SDR Type
shipping

*Location Of Discrepant Material
ICD - In-Country Depot


Input *Discrepancy Code - *Action Code

C1	1A	...
		...
		...

Click the "Next" button to accept the data.



SDR Original Received Item Detail



Supply Discrepancy Report (v.m10.4)

Original | Info Copy | Resubmit | Contested | Corrected | Cancel | Follow Up | ILCO Update

Prev | Next | Enter **Received Item** Details | Help

☒ Received data same as ordered data

**NSN
193151766585-

AF MMAC
2

Navy COG
[]

Unit Of Issue
EA

**Nomenclature
[]

**CAGE Code
[]

*Unit Price
49.88

**Part Number
[]

*Quantity Received SF364
5

If you have multiple discrepancies including incorrect items or non-receipt, please do not include the incorrect item or non-receipt data in your quantity received.

Pre-filled to display received data same as ordered data.

If the material received is not what was ordered, un-check the box and enter the received data manually.


** User must enter NSN or CAGE/Part Number or Nomenclature.

Fields marked with a * are required.



SDR Original Received Item Detail





Supply Discrepancy Report (v.m10.4)

Original | Info Copy | Resubmit | Contested | Corrected | Cancel | Follow Up | ILCO Update

Prev | Next | Enter **Received Item** Details | Help

☒ Received data same as ordered data

****NSN**
193151766585-
AF MMAC
2

Navy COG
Unit Of Issue
EA

****Nomenclature**

****CAGE Code**
***Unit Price**
49.88

****Part Number**

***Quantity Received SF364**

5

If you have multiple discrepancies including incorrect items or non-receipt, please do not include the incorrect item or non-receipt data in your quantity received.


Enter the quantity received.

NOTE: This screen applies to all discrepancies except incorrect (wrong) item discrepancies.

Fields marked with a * are required.



SDR Original Condition Code (C1) Details



Supply Discrepancy Report (v.m10.3)

Original | Info Copy | Resubmit | Contested | Corrected | Cancel | Follow Up | ILCO Update

Prev | Next | Help

Enter **Condition (C1)** Details

*Condition Code

A - Serviceable (issuable without qualifications) - New, used, repaired, or reconditioned material the

*Discrepant Quantity

0

This screen is where you need to provide details concerning materiel which you received with an inappropriate condition.



SDR Original

Expired Shelf Life Code (C2)

Details

Supply Discrepancy Report (v.m10.4)

Original | Info Copy | Resubmit | Contested | Corrected | Cancel | Follow Up | ILCO Update

Prev

Next

Help

Enter **Expired Shelf Life (C2)** Details

*SL Code Received

Mfg Name

CAGE Code

*Warranty Expiration Date

Lot Received

Batch Received

Serial Number

*Discrepant Quantity

**Date Cured

**Date Packed

**Date Manufactured

** User must enter Date Cured, Date Manufactured, or Date Packed.

This screen is where you need to provide details concerning materiel for which the shelf life has expired.



SDR Original

Missing Item/Component Details

This screen is allow you to enter details concerning missing items or components.

Maximum of 2 missing components per SDR at this time.

Supply Discrepancy Report (v.m10.4)

Original Info Copy Resubmit Contested Corrected Cancel Follow Up ILCO Update

Prev

Next

Help

Enter Missing Item / Component (C4, C5, & S9) Details - C5

Missing Item Summary

**MI NSN	MI AF MMAC	**MI Noun	*MI Unit Price	Quantity
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="1"/>
MI Navy COG		MI CAGE Code	MI Unit of Issue	Value
<input type="text"/>		<input type="text"/>	<input type="text"/>	<input type="text" value="28003.00"/>
		**MI Part Number	*MI Quantity	
		<input type="text"/>	<input type="text"/>	<input type="button" value="Add"/>

** User must enter NSN or Part Number or Nomenclature.


NSN	AF MMAC	COG	Nomenclature	Mfg CAGE	Part Number	Unit of Issue	Unit Price	Quantity	Value	Delete
4920002725665	RN		TESTER,ANTI-SKID			EA	28003.00	1	28003.00	<input type="button" value="Delete"/>

Enter the NSN of the missing item/component. Then, click the "Add" button. You can enter up to two missing items or components. If have more than two, then enter another SDR or include the extra information in the Customer Remarks section.



SDR Original

Non-Receipt Code (S3,S5) Details



Supply Discrepancy Report (v.m10.4)

Original | Info Copy | Resubmit | Contested | Corrected | Cancel | Follow Up | ILCO Update

Prev | Next | Help

Enter **Non-Receipt (S3, S5)** Details - 55


*Discrepant Quantity

This screen is where you need to provide details about items you have not received.

Fields marked with a * are required.



SDR Original Quality Codes (Q_) Details



Supply Discrepancy Report (v.m10.4)

Original | Info Copy | Resubmit | Contested | Corrected | Cancel | Follow Up | ILCO Update

Prev | Next | Help

Enter **Quality (Q)** Details - Q1

*Category Type
Type I- Deficiencies that require immediate attention to mitigate risk and/or limit/resolve mission impact.

Mfg Name

CAGE Code

Date Discovered

Date Packed

Date Manufactured

Date Assembled

Date Rebuilt

Date Cured

Warranty Expiration Date

*Discrepancy Quantity

Operation Time

Next Higher Assembly

End Item

Weapon System

Serial Number

Quantity In Stock

Circumstances Prior To Difficulty

Description of Difficulty

Suspected Cause

Action Taken

Recommendations

Provide details concerning materiel you have received with quality problems.

If customer enters details on this screen, the 14 point checklist attachment requirement is satisfied.

Fields marked with a * are required.



SDR Original Wrong/Incorrect Item (W_) Details

This screen is where you need to provide details concerning incorrect materiel which you have received.

Supply Discrepancy Report (v.m10.4)

Original | Info Copy | Resubmit | Contested | Corrected | Cancel | Follow Up | ILCO Update

Prev Next Help

Enter Wrong / Incorrect Item (W_) Details - W1

**NSN	AF MMAC	RIC	*Condition Code	II Summary
<input type="text"/>	<input type="text"/>	<input type="text"/>	A - Serviceable (issuable without qualifications)	Quantity <input type="text" value="1"/>
**Nomenclature		*Unit Price	A - Serviceable (issuable without qualifications) - New, used, repaired, or reconditioned material that is serviceable and	Value <input type="text" value="2.08"/>
<input type="text"/>		<input type="text"/>		
CAGE Code		Unit Of Issue	Navy COG	
<input type="text"/>		<input type="text"/>	<input type="text"/>	
**Part Number		Mfg Name	*Discrepant Quantity	
<input type="text"/>		<input type="text"/>	<input type="text"/>	

** User must enter NSN or Part Number or Nomenclature.

Add


NSN	AF MMAC	Navy COG	Nomenclature	Mfg CAGE	Part Number	Mfg Name	U/I	Unit Price	Quantity	Value	RIC	Condition Code	Delete
4920010364396	EA		RESISTOR, FIXED, WIRE			EA		2.08	1	2.08	39E	A	Delete

Enter the NSN of the wrong/incorrect item. Then, click the "Add" button. You can enter up to two wrong/incorrect items. If have more than two, then enter another SDR or include the extra information in the Customer Remarks section.



SDR Original

Other Discrepancy Details



Supply Discrepancy Report (v.m10.4)

Original | Info Copy | Resubmit | Contested | Corrected | Cancel | Follow Up | ILCO Update

Prev | Next | Help

Enter **Other Discrepancy** Details - 01


*Discrepant Quantity

This is the basic screen for a discrepancy where we do not require much information.

Fields marked with a * are required.



SDR Original Condition (C1) Code Details



Supply Discrepancy Report (v.m10.3)

Original | Info Copy | Resubmit | Contested | Corrected | Cancel | Follow Up | ILCO Update

Prev | Next | Help

Enter **Condition (C1)** Details

*Condition Code

A - Serviceable (issuable without qualifications) - New, used, repaired, or reconditioned material that is serviceable and issuable without qualifications.
B - Serviceable (issuable with qualifications) - New, used, repaired, or reconditioned material that is serviceable and issuable with qualifications.
C - Serviceable (priority issue) - Items which are serviceable and issuable to selected customers, but not to the general supply.
D - Serviceable (test/modification) - Serviceable material that requires test, alteration, modification, or repair.
E - Unserviceable (limited restoration) - Materiel that involves only limited expense or effort to restore to serviceable condition.
F - Unserviceable (reparable) - Economically reparable materiel that requires repair, overhaul, or reconstruction.
G - Unserviceable (incomplete) - Materiel requiring additional parts or components to complete the end use.
H - Unserviceable (condemned) - Materiel which has been determined to be unserviceable and does not require repair.
J - Suspended (in stock) - Materiel in stock that has been suspended from issue pending condition clarification.
L - Suspended (litigation) - Stock held pending litigation or negotiation with contractors or common carriers.
Q - Suspended (product quality deficiency) - Potential and confirmed product quality deficiency relating to the materiel.

For Example:

We will fill in a Condition (C1) Code screen.

1. Use the drop-down menu to select the condition code of the discrepant materiel.



SDR Original

Condition (C1) Code Details Filled In



Supply Discrepancy Report (v.m10.3)

Original | Info Copy | Resubmit | Contested | Corrected | Cancel | Follow Up | ILCO Update

Prev | **Next** | Help

Enter **Condition (C1)** Details

*Condition Code

F - Unserviceable (reparable) - Economically reparable materiel that requires repair, overhaul, or reconditioning (includes reparable items which are radioactively contaminated).

*Discrepant Quantity

1

2. Enter your discrepant quantity.
3. Click the "Next" button.



SDR Original Processed Discrepancy

Click the "Next" button to accept the data.

Supply Discrepancy

Original | Info Copy | Resubmit | Contested | Corrected | Cancel | Follow Up | ILCO Update

Prev | **Next** | Help

Processed Discrepancies

1	C1 In a condition other than shown on supply document or on the supporting inspection/test certificate. 1A Disposition instructions requested.	Quantity <input type="text" value="5"/> Value <input type="text" value="249.40"/>
2		
3		


*Total Discrepant Quantity *Total SDR Value

This screen displays a summary of the discrepancies (up to 3) you have entered.

Total Discrepant Quantity and Total SDR Value is calculated by system. If user over-writes, the system calculation will be permanently deactivated on this submission.



SDR Original Customer Remarks



Supply Discrepancy Report (v.m10.4)

Original | Info Copy | Resubmit | Contested | Corrected | Cancel | Follow Up | ILCO Update

Prev | **Next** | Customer Remarks | Help


This screen can be used to enter any explanatory remarks related to your report.

Click the “Next” button to accept the data.

Fields marked with a * are required.



SDR Original Attachments



Supply Discrepancy Report (v.m10.3)

Original | Info Copy | Resubmit | Contested | Corrected | Cancel | Follow Up | ILCO Update

Prev | **Next** | **Attachments** | Help

File attachments are limited to 10 MB in size and must have one of the following extensions: bmp doc gif jpg jpe jpeg pdf txt xls csv

This screen will allow you to attach files to support your SDR.

Use the “Browse”, “Add”, and “Remove” buttons to manage your attached files.

Click the “Next” button to accept the data.

NOTE: The file size and extensions allowed.



SDR Original Preparing Official

Supply Discrepancy Report (v.m10.3)

Original | Info Copy | Resubmit | Contested | Corrected | Cancel | Follow Up | ILCO Update

Prev | **Next** | **Preparing Official's Details** | Help

*Preparing Official Name: Sdr Web2

Preparing Official Title:

*Preparing Official Commercial Phone: 555-5555x5555

Preparing Official Commercial Fax:

*Preparing Official eMail: SDR2@wpafb.af.mil

*Preparing Official Address: - AFSAC-FLO/

AFSAC-FLO/

This screen will allow you to input your contact information.



Some information can be pre-filled. Correct any data that is wrong or enter missing data.

Address pull-down will allow you to select a country address that we have on file. If no country address on file, user must enter it in the block provided.

Click the "Next" button to accept the data.



SDR Original View/Submit

 **Supply Discrepancy Report (v.m10.3)** 

Original | Info Copy | Resubmit | Contested | Corrected | Cancel | Follow Up | ILCO Update

Prev | **Next** | **View SDR** | Submit SDR | Help


View your SDR if you want; submit your SDR when you are ready.

This screen will allow you to review your report before final submission. Click the "View SDR" button to view/print the DRAFT SF364 form. Click the "Prev" button to make corrections to your report before submitting.





SDR Original View/Submit



Supply Discrepancy Report (v.m10.3)

Original

Info Copy

Resubmit

Contested

Corrected

Cancel

Follow Up

ILCO Update

Prev

Next

View SDR

Submit SDR


Help

View your SDR if you want; submit your SDR when you are ready.

Click the "Submit SDR" button to submit your report.



SDR Original Confirmation Page



Supply Discrepancy Report (v.m10.3)

[Original](#) [Info Copy](#) [Resubmit](#) [Contested](#) [Corrected](#) [Cancel](#) [Follow Up](#) [ILCO Update](#)

[Prev](#) [Next](#) [View SDR](#) [Help](#)

Submitted SDR

Report Number	Sequence Number	Document Number	Doc Suffix	Date Received SF364
A1005- -KDH/001	99	D 45V42673886		02 NOV 2005

Discrepancy Code	Action Code
C1	1A

This screen is confirmation that an SDR record has been submitted.

Click on “View SDR” to view and/or print out the FINAL SF364.

NOTE: After your report is submitted, it can only be edited using the Correction Wizard.



SDR Original

SF364 Final



Save a Copy

Search

Select

108%

Sign

Pages

Attachments

Comments

<input checked="" type="checkbox"/> REPORT OF DISCREPANCY (ROD) SHIPPING <input type="checkbox"/> PACKAGING				1. DATE OF PREPARATION 02-NOV-2005		2. REPORT NUMBER A1005- -KDH/001-O			
3. TO (Name and address, include ZIP code) Air Force Security Assistance Center ATTN: AFSAC/COSD, 5490 Pearson Rd, Wright Patterson AFB, Oh 45433-5332				4. FROM (Name and address, include ZIP code) AFSAC-FLO/					
5a. SHIPPER'S NAME AN5				6. TRANSPORTATION DOCUMENT NUMBER (GBL, Waybill, TCN, etc.) 45V42673886XX		8. REQUISITIONER'S NUMBER (Requisition, Purchase Request, etc.) D 45V42673886			
7a. SHIPPER'S NUMBER (Purchase Order/Shipment, Contract, etc.)				7b. OFF		10. DISCREPANCY DATA			
9. SHIPMENT, BILLING, AND				11. ACTION				CODE ₂	
NSN/PART NUMBER AND NOMENCLATURE (a)		UNIT OF ISSUE (b)	QUANTITY SHIPPED/BILLED (c)	QUANTITY RECEIVED (d)	QUANTITY (a)	UNIT PRICE (b)	TOTAL COST (c)	CODE ₁ (d)	
NSN Ordered: 6680010354465 SX Name Ordered: CASE,INDICATOR		EA	2 / 2			\$769.36			
NSN Received : 6680010354465 SX Name Received : CASE,INDICATOR		EA		1	1	\$769.36	\$769.36	C1	1A
Discrepant Totals:					1		\$769.36		
12. REMARKS (Continue on a separate sheet of paper if necessary)									

1 of 1

**FINAL SF364 Form,
the word DRAFT
has been
removed.**



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Home

What's New

Security

Feedback

Help

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Wright Patterson AFB, Ohio 45433

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Home

What's New

System Requirements

FAQ's

Security

Feedback

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Change Password

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Password Required

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Applications Suite

Supply Application

Letter of Request (LOR)

Logistics Applications

For "Technical Assistance" with the SDR-A Original Submission Wizard tool, contact AFSAC Technical Support.

- AFSAC's goal not intended to have developed provide easy,
- Business app

(Use the navigation links on the left to access the business applications)

We currently offer a range of Business Applications to provide our customers visibility into their country programs.

The Application Suite is a re-host of the most commonly used SAMIS queries such as: Requisition History, Catalog Data, Contract Data and Narrative.